

**Town of Felton
Town Council Meeting
May 10, 2010
7:00pm**

Mayor Kelley called the Town Council of Felton Meeting to order at 7:00pm on Monday, May 10, 2010. Present at the meeting were:

Council Members: Mayor David Kelley, Joe Yapsuga Jr., Kevin Fletcher, Joanne Clendaniel and Anthony Carroll.

Staff: Town Manager, Rebecca Greene; Chief of Police, Levi Brown; Town Clerk, Sarah Ferguson.

Public: Residents - Henry Twardus, Janette Carroll, Bea Harrington, Colleen Whitt

Citizen Concerns:

Mr. Twardus stated that the City of Harrington is not allowing citizens to speak at council meetings and he hopes that Felton does not follow their example. Rebecca stated that they had such an outcry that they reversed that decision and Mr. Twardus replied that he was glad to hear that.

Mr. Twardus stated that the cost of Delmarva Power electric was going up and that he thinks that the town should sign a contract with them to keep the cost down. He also mentioned that the state entered into an electric contract with another company to save them money. Rebecca said that she would look into those options.

Mrs. Whitt stated that since Felton Little League started they have been parking on both sides of the road on Nile and E Sewell Streets which is causing traffic issues. Mayor Kelley stated that the Police Department will be giving out parking tickets and once people see that they will stop parking illegally. Chief Brown stated that he will take care of the issue.

Police Report:

Chief Brown reviewed the May 2010 Police Report (see attached). He stated that the tickets for May 2009 and 2010 were:

Officer	2009	2010	SEU 2010
9451	159	195	16
9452	219	269	74
9453	144	128	0
9454	53	99	0
9455	Deployed	188	0

Chief Brown stated that Officer Schlimer will be going into surgery on May 20th.

Chief Brown stated that the Special Local Law Enforcement (SALLE) Funds of \$2,279.85 have been used to purchase a desktop computer & printer and once a shredder is ordered it will be closed out.

He continued by saying that the upcoming SALLE Funds of \$3,645.05 will be used for specialized training not offered by the Delaware State Police (DSP) Academy. He also noted that the State is now allowing out-of-state travel again.

Chief Brown stated that the \$3,324.23 in Emergency Illegal Drug Enforcement (EIDE) funds will be used for random drug testing for all officers but he is not sure if regular employees can be tested since this is paid for on a police grant.

Chief Brown will be at the Delaware Police Chiefs conference in Rehoboth from May 17th to the 20th.

Chief Brown also reviewed the list of Traffic Citations Issued by each Officer for the months of July 2009 through April 2010. He believes the tickets will pick up in May starting with the Labor Day Holiday depending on the weather.

Chief Brown stated that he will now be updating Town Council through e-mail.

Motion: Councilman Yapsuga made a motion at 7:15 to adjourn to Executive Session to discuss personnel issues. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Motion: Councilman Yapsuga made a motion at 7:35 to reconvene the regular Town Council meeting. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Motion: Councilman Yapsuga made a motion that Chief Brown perform the actions requested by Council and report back to Council in Executive Session at the July Council Meeting. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Motion: Councilman Yapsuga made a motion to accept the Police Report. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Budget Report:

Rebecca stated that the town had made it all the way through April without having to transfer any money and that everyone is pretty much in line on their budget. She noted that Police overtime is used up and will be going over because Officer Schlimer is going out for surgery.

Rebecca stated that the Public Works overtime was also used up during the snow emergency. Rebecca said that the Town will be reimbursed \$9,200 from the Federal Government for the snow emergency. Councilman Yapsuga asked if any of those funds will be used towards the snowplow and Rebecca replied that it would not be because the snowplow was purchased the day after the State of Emergency ended. The snowplow was paid out of Municipal Street Aid funds she added.

Mayor Kelley asked if there were any questions on the budget report and there were none.

Motion: Councilman Fletcher made a motion to accept the Budget Report. Councilman Yapsuga seconded the motion. The motion passed unanimously.

Minutes:

Mayor Kelley presented the April 12, 2010 Town Council Meeting Minutes and asked if there were any corrections. Councilman Yapsuga stated that he had reviewed the minutes and did not have any comments or corrections.

Motion: Councilwoman Clendaniel made a motion to accept the April 12, 2010 Town Council Meeting Minutes. Councilman Fletcher seconded the motion. The motion passed unanimously.

Mayor Kelley presented the April 12, 2010 Town Council Public Hearing Minutes and asked if there were any corrections. There were no corrections.

Motion: Councilman Yapsuga made a motion to accept the April 12, 2010 Town Council Public Hearing Minutes. Councilman Fletcher seconded the motion. The motion passed unanimously.

Resolution 10-R-03: To adopt the county assessment said tax rate at \$.71 per 100 of assessed value and establish 50% discount on the amount of taxes due on properties owned by at least one person 65 years of age or older where such property is the primary residence of such person

Mayor Kelley read the resolution aloud and asked if there were any questions. There were no questions.

Motion: Councilman Yapsuga made a motion to to adopt Resolution 10-R-03. Councilman Fletcher seconded the motion. The motion passed unanimously.

FY11 Budget - \$983,660

Rebecca stated that everyone had a copy of the Fiscal Year 2011 Budget and asked if there were any questions.

Councilman Fletcher stated that the minutes from last month show a motion to terminate the part-time Police Clerk position and he feels it should be changed to a reduction of hours to 1,000 hours per fiscal year.

Councilwoman Clendaniel asked if the position is necessary and Councilman Fletcher said that Chief Brown had said at last months meeting that eliminating that position would add one to two hours of paperwork to each Officer's work. He added that it was better to have the Officers on the road earning money.

Chief Brown stated that he didn't want to lay someone off in this economy and Councilwoman Clendaniel replied that she does not like the idea of laying someone off but if the position is not needed it should be eliminated.

Rebecca noted that the part-time Police Clerk position is cross training with the Town Clerk position so that Town Hall does not need to be closed if both the Town Clerk and Town Manager are out of the office.

Councilman Carroll stated that it seems like this position is a benefit to Rebecca and Sarah and it is cheaper to have a part-time clerk than pay an officer's salary to do paperwork.

Motion: Councilman Fletcher made a motion that instead of eliminating the part-time Police Clerk position the hours for that position be reduced to 1,000 per year. Councilman Yapsuga seconded the motion. The motion passed with Councilman Carroll, Councilman Yapsuga, Councilman Fletcher and Mayor Kelley voting in favor and Councilwoman Clendaniel voting against.

Rebecca noted where money was added or reduced from the budget. She stated that she added money to the electric even though we have been reducing the amount used. For example, Ralph plugged all the drafts in the Maintenance Building and Well Houses to help reduce the amount of heat used. Rebecca said that even though everyone has been doing a good job she expects electric cost to go up this year.

Rebecca stated that she thinks the carryover will be \$60,000 but won't know for sure until the Town Accountant confirms that amount after the yearly audit.

Rebecca stated that she was at a meeting with Gov. Markell where he said that \$4 million had been budgeted for Municipal Street Aid for the entire state but since the budget has not been approved he does not know if it will stay in the final budget. Rebecca cautioned that even if that amount is approved it is not as much as previous years.

Motion: Councilwoman Clendaniel made a motion to accept the FY11 Budget. Councilman Yapsuga seconded the motion. The motion passed unanimously.

Resolution 10-R-04: Property tax rates for fiscal year FY12 and FY 13y

Rebecca stated that this resolution locks the tax rate in at \$.81 for the tax year 2012 and \$.91 in 2013. Councilman Carroll asked what a breakdown of that cost would mean to residents and Rebecca replied that to find out the tax amount you would take the tax assessment (not the sales value of a property) for example \$100,000 and (very few properties Felton are that high) it would increase by \$.10 for every \$100 of assessed value so that would equal \$100 more in the tax bill for a property assessed at \$100,000.

Motion: Councilman Fletcher made a motion to to adopt Resolution 10-R-04. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

GPS for police vehicles

Rebecca stated that she did research into GPS units for the Police vehicles and was impressed with the company that the state is currently using. They are web-based so it can be accessed anywhere the internet is available. It can tell when the vehicle is started how long it is idling and where it is even linking to Google maps.

It can be set so that if a vehicle idles for a half hour or more it sends a text message to Chief Brown and Sgt Swan. Although if the warning is for Chief Brown's vehicle it will go to Rebecca. It will also send an alert if a vehicle goes over 100 mph in the case of a high speed case. A geographic area can be set as a hotspot and will alert if the vehicle goes into that area. The device cannot be disabled from inside the vehicle.

Councilman Fletcher asked if the half an hour idle time can be adjusted since there could be times during an evening when it was justified and he did not want Chief Brown to get an alert for a common occurrence. Rebecca stated that it can be adjusted to any time limit.

Mayor Kelley asked what the cost is and Rebecca answered that is \$2,200 plus \$100 per month. Chief Brown stated that he will put in for approval at the next SLEAF meeting. If approved it will be paid on the grant. He added that he was not sure is it would be approved since he has never heard of anyone applying for it on that grant. Councilman Fletcher asked if there was a state contract and Rebecca answered that this is the company with the state contract.

Rebecca stated that it can locate a vehicle within 25 feet and Chief Brown stated that a State Trooper had a heart attack in his vehicle and was located through his GPS. Mayor Kelley asked Chief Brown his opinion of adding GPS to the Police vehicles and Chief Brown stated that he had no objections.

Rebecca stated that if we cannot get it on the SLEAF grant that money from the Special Contingence Fund should be used. Councilman Fletcher stated that he sees this as a safety issue since last month one of our Officers was rammed during a high speed pursuit. Councilman Yapsuga asked how long it will take to get it installed and Rebecca replied that it will take two weeks from the time it is ordered and the company will come here to install it in the vehicles.

Motion: Councilman Yapsuga made a motion to purchase GPS for all police vehicles and if not funded by the SLEAF grant it will be paid from the Special Contingency Fund account. Councilman Fletcher seconded the motion. The motion passed unanimously.

State of Delaware Energy Efficiency and Conservation Block Grant

Sarah stated that she had been working with the State of Delaware Energy Office on the new Energy Efficiency and Conservation Block Grant from the federal stimulus project. She stated that the town received \$7,000 as an audit grant that will be used for an energy audit for Town buildings which has been completed. We also received \$7,000 to be used for energy upgrades and retrofit to any Town owned properties. There is also a competitive grant for as much as \$1 million also for energy upgrades and retrofit to Town properties. There is no matching funds required for these grants Sarah added.

Motion: Councilman Yapsuga made a motion to accept the State of Delaware Energy Efficiency and Conservation Block Grant for an energy audit and energy upgrades to town buildings. Councilman Fletcher seconded the motion. The motion passed unanimously.

Councilman Fletcher asked if there was an update about Chesapeake utilities coming to town Rebecca stated there was nothing new.

Rebecca informed Council that AT&T (now known as Cingular) will be placing four new antennas on the water tower which they are allowed to do under the contract the Town has with them. Scott Adkisson (Town Engineer) will review the plans and there will be an inspection before placement and after placement by an independent inspector.

Rebecca stated that the Royal Farms construction site had to be shut down for a couple of days because contractors were not registered with the town and that they are having problems

getting permits from DeIDOT because of issues with other pending permits. The State will not issue any more permits to them until they fix the problems on the other building sites.

Mayor Kelley asked if there was anything else to come before Council and there was nothing.

Motion: Councilman Yapsuga made a motion to adjourn the meeting. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Sarah Ferguson, Town Clerk prepared these minutes.

Sarah Ferguson

Date